

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
FEBRUARY 22, 2008 – SPECIAL SESSION**

The Board of Island County Commissioners met in Special Session on Friday, February 22, 2008 beginning at 10:00 a.m. in the Island County Courthouse Annex, Hearing Room, 1 N.E. 6<sup>th</sup> Street, Coupeville, Washington. The purpose of the Special Session was for the Annual Joint Session with the Island County Planning Commission and Island County Hearing Examiner. John Dean, Chairman, Phillip Bakke, Member, and Wm. L. McDowell, Member were present.

**ATTENDANCE:**

**Island County Planning Commission:**

Sheilah Crider  
 Deb Eidsness by video link  
 Ray Gabelein  
 Wayne Havens  
 Val Hillers (*Absent*)  
 Mike Joselyn  
 Bill Massey (*Absent*)  
 Alan Schell (*Absent*)  
 Scott Yonkman

**Island County Hearing Examiner:**

Michael Bobbink

**County Staff:**

Jeff Tate, Planning Director  
 Chris Wilson, Assistant Planning Director

**Others:**

Keith Dearborn, Attorney at Law

Chairman Dean called the Special Session of the Board to order, turning the meeting over to Jeff Tate for presentation of the 2007 Work Plan. (*GMA Record #9775*)

Mr. Tate provided a review of 2007 as follows:

**2007 – The Year in Review**

■ **Permits**

**Building Permits**

	1999	2000	2001	2002	2003	2004	2005	2006	2007
<b>SFR's</b>	<b>589</b>	<b>568</b>	<b>568</b>	<b>540</b>	<b>616</b>	<b>653</b>	<b>710</b>	<b>659</b>	<b>500</b>
Avg. 613									<b>(-113)</b>
WI	352	350	350	330	367	397	486	446	<b>333</b>
Avg. 385									<b>(-52)</b>
CI	237	218	218	210	249	256	224	213	<b>167</b>
Avg. 228									<b>(-61)</b>
	1999	2000	2001	2002	2003	2004	2005	2006	2007
<b>BP's</b>	<b>1,789</b>	<b>1,912</b>	<b>1,912</b>	<b>1,971</b>	<b>2,106</b>	<b>1,730</b>	<b>2,418</b>	<b>2,006</b>	<b>1,922</b>
Avg. 1,980									<b>(-58)</b>
WI	1,241	1,334	1,334	1,334	1,388	1,049	1,579	1,407	<b>1,418</b>
Avg. 1,335									<b>(-83)</b>
CI	548	578	578	627	718	681	839	599	<b>504</b>
Avg. 646									<b>(-142)</b>

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
FEBRUARY 22, 2008 – SPECIAL SESSION**

**Land Use Permits**

	1999	2000	2001	2002	2003	2004	2005	2006	2007
BLA Avg. 61	54	55	79	65	54	49	64	69	<b>48</b> <b>(-13)</b>
Subdivision Avg. 32	28	51	29	30	32	24	26	37	<b>61</b> <b>(+29)</b>
Shoreline Avg. 82	50	32	104	78	72	86	90	146	<b>93</b> <b>(+11)</b>
Other Avg. 241	131	156	249	357	343	258	222	215	<b>238</b> <b>(-3)</b>
Total Avg. 420	263	294	461	530	501	417	428	467	<b>440</b> <b>(+20)</b>

**Subdivision Permits**

	1999	2000	2001	2002	2003	2004	2005	2006	2007
Short Plats Avg. 45	18	41	46	54	52	50	41	56	<b>103</b> <b>(+58)</b>
Long Plats Avg. 20	26	0	0	0	0	24	85	24	<b>7</b> <b>(-13)</b>
Total Avg. 65	44	41	46	54	52	74	126	80	<b>110</b> <b>(+45)</b>

The last 4-6 months show a significant decline in single family residential development as reflected in the Departments' 2008 budget. Some positions were eliminated through attrition and those came out of building because of these trends.

Subdivisions are way above the average in 2007. While there was a decline in building permit issuance there was also an increase in the average for new lot creation.

The numbers above show all applications that have been completed – primarily a mix of 2006 -2007 applications.

**Permits – Hearing Examiner**

- 31 Cases Heard by the Hearing Examiner
- 15 Appeals
  - 7 Appeals of Enforcement Actions
  - 4 Appeals of SEPA
  - 4 Appeals of Land Use Permits
- 16 Land Use Permits
  - 5 Long Plats
  - 5 Site Plan Reviews
  - 2 Critical Area Alterations
  - 2 Planned Residential Developments
  - 1 Plat Alteration
  - 1 Rezone
- 10 of these cases remain open/pending

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
FEBRUARY 22, 2008 – SPECIAL SESSION**

**Long Range Planning**

**Wetlands**

- Finalization of Phase II BAS Report
- May – Release of Public Review Draft, Countywide Mailer, and Public Workshops
- June – Release of Revised Draft
- State Agency, Peer, and Environmental Review
- November – Countywide Mailer, Planning Commission Hearings, Transmittal to BICC

Mr. Tate explained the progress to date of the Critical Area Ordinance Wetland Update, discussing the public outreach efforts, the peer review efforts, with a final draft forwarded to the Planning Commission in November. Ultimately the Planning Commission transmitted a recommendation in December to the Board of Commissioners. The ordinance is currently before the Board.

**Freeland Sub Area Plan**

- Preparing a draft for public review
- Scoping of EIS
- Preparation of EIS
- Public Review of EIS
- Planning Commission Hearings
- Transmittal of Sub Area Plan to BICC
- December 10 – Board adoption of Plan and Designation of Freeland as an NMUGA

The Freeland Sub Area Plan was another significant accomplishment for 2007. Both the Freeland Sub Area Plan and the Critical Area Ordinance Wetland Update represent a significant amount of work by the Department and the Planning Commission. The Board adopted the Findings of Fact for the Freeland Sub Area Plan and designation of Freeland as a Non-Municipal Urban Growth Area in February of 2008. What happens next will be discussed in the review of the 2008 work plan.

**Unfinished Business**

- Right of Way Segregations (Findings to be transmitted to Planning Commission)
- Rezone Applications (Findings Transmitted to Planning Commission)
- Accident Potential Zones (Under Review by Oak Harbor)
- Population Projections/Urban Growth Areas (Under SEPA Appeal)

The Right-of-Way Segregations and Rezone Applications will be heard at the next Planning Commission hearing. Accident Potential Zones will be before the Board of Commissioners in February and the Population Projections/UGA appeals are scheduled to be heard in June.

**Resource Enhancement**

- First full year
- Awarded a total of \$613,000 in grant funds in 2007
- Managed a total of \$1.64 million in grant funds
- Total of 7 grants managed through REP

The previous Resource Enhancement Manager, Chris Wilson, was promoted to the Assistant Director of the Department. Mr. Wilson began the program in 2006 with a Surface Water Quality Monitoring Program. Then as the organization unfolded Salmon Recovery, Non-Point Pollution Prevention, and all the grant work became housed in Resource Enhancement; 2007 was the first full year. In 2007 the

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
FEBRUARY 22, 2008 – SPECIAL SESSION**

Department was able to procure an additional \$613,000 in grant funds through various grant applications. The total amount being managed through that office is 1.64 million dollars; 7 grants with some County matches mixed in.

**Water Quality Monitoring**

- Completed First Year of Monitoring
- Data being analyzed by Statistician
- Began compliance assessments and source identification monitoring
- Quality Assurance Plan

The Department of Ecology will peer review the quality assurance plan if it is subject to a grant, such as Holmes Harbor, but it is not a resource that is available to review every quality assurance plan.

Mr. Wilson stated he has been working with the Department of Ecology to get the Water Quality Assurance Plan approved. The original was provided to DOE in 2006, it was then modified based on its feedback. It is currently under review by Ecology.

Without the grant implication there is no methodology for DOE to provide written approval. There are currently two different grants funded by DOE and the Department has sent three quality assurance plans, hoping that all three will be read and some form of approval given.

Commissioner Bakke stated Ecology, through the Puget Sound Partnership and other efforts, desires local governments to perform water quality monitoring across the State of Washington; he thought DOE would want to be involved in the QA plans so it can rely on the data that is being submitted. It was troublesome that DOE would review plans only if subject to a grant.

Commissioner McDowell stated that the Puget Sound Partnership was rather new and maybe that issue could be a work product of the Partnership.

Mr. Tate stated it was already something that the Department has raised in its conversation with the Partnership concerning the Whidbey Action Area. There have been a few of these quality assurance plans prepared by Mr. Wilson's group. The plans require a great deal of work to complete and Ecology has provided some feedback on the non-grant plans but to get the final written approval, the Department is trying to use the grants to leverage against the other quality assurance plan.

Mr. Tate then provided an overview of some of the equipment being used, such as flow monitoring and water quality monitoring equipment. There are certain parameters that are being monitored and some of those can be monitored at the site with some of the equipment. Many of these parameters exist in the natural environment. The purpose of being in some of these basins for five years is to understand the background level normally seen. If fecal coliform is the issue and it exceeds the threshold, one could compare that level to what would be found in a natural basin in order to understand the difference.

Mr. Gabelein asked if the people who will be doing the work have the recognized credentials or degrees that qualify them to meet Best Available Science, recognized in a court.

Mr. Tate stated it was a combination of background and facts. Getting the Department of Ecology to approve some of the quality assurance plans is key because then the Department will be backed by a state agency. Staff performing the work is trained and has the necessary qualifications.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
FEBRUARY 22, 2008 – SPECIAL SESSION**

Mr. Wilson stated the Resource Enhancement group is comprised of people with science degrees. Regardless, we are largely reliant on the quality assurance plans and the methodologies that are clearly written out. There is written documentation about how to physically fill a cup of water and how to clean the cup thereafter.

Mr. Bobbink stated that anyone can challenge the credibility of scientific information; decision makers are used to hearing those kinds of arguments and resolving them. Proof that the machines are capable of accurately doing what they are designed to do along with some form of methodology is strong evidence.

**Holmes Harbor Shellfish Protection District**

- Formation of District/Adoption of Strategy
- Procurement of Grant - \$288,000 (DOE)
- Outreach and Education
- Began working in District
- Development of Quality Assurance Plan
- Compliance and Risk assessment  
(Windshield Survey, Permit Research)
- Installed Doggie-Pot Stations

Mr. Tate advised there is a non-regulatory group that is working on an outreach strategy in dealing with different types of potential sources of fecal coliform; pets, wildlife, septic systems, agriculture, and stormwater. The group is focused on trying to arrive at the best mechanism for reaching out to different populations and how to disseminate useful information.

**Strawberry Point**

- Procurement of Grant – \$210,000  
(Salmon Recovery Funding Board)
- First Year of Implementation
- Outreach and Education
- Began data collection and processes analysis
- Completed Watershed Characterization
- Working with Partners to develop Strategies  
to protect, acquire or enhance properties containing  
valuable habitats or functions

Mr. Tate explained the Department is attempting to get the word out to people they are living in an area that is very much intact, at least in the nearshore area. This area is an important, very productive nearshore environment and it has been an educational effort to try to keep it that way. Through that process a characterization report was created that distinguishes activities occurring within the Strawberry Point area and ultimately the grant, a partnership grant with Whidbey Camano Land Trust, Conservation District, and other partners to spread education and outreach.

Mr. Wilson pointed out that this is the second watershed characterization created around a salmon recovery grant. Typically in the past that work has been farmed out to contractors and it is now a capacity that is being built in-house.

**Ala Spit**

- Grant Funded - \$190,000 (SRFB)

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
FEBRUARY 22, 2008 – SPECIAL SESSION**

- Nearing completion of geomorphic & habitat analysis
- REP staff created watershed characterization
- Recommendations to be released in April

**Camano Non-Point Pollution Plan (DOE)**

- Completion of Non-Point Plan
- Adopt-A-Stream Foundation
- Elementary School Curriculum
- Our Islands, Our Water
- DVD (Shoreline living)
- Continued work toward fulfillment of recommendations in Plan

Mr. Tate discussed a grant that was closed out in 2007, the Camano Non-Point Pollution Plan Grant administered and provided to the County by DOE. It began in January 2007 with the Board adopting the Camano Non-Point Pollution Prevention Plan. The Board sat down with the citizen committee that worked on it, resulting in 54 non-point pollution recommendations. The Department is monitoring the progress on each of the recommendations. The recommendations are non-regulatory in nature and focus on agricultural activities, household practices, and recommendations on how to get the word out on proper practice on property to eliminate or reduce non-point pollution impacts. Of the 54 recommendations 30 are complete or in the process of being completed.

An example of one of the recommendations was purchasing car washing equipment. Charity car washes will utilize the equipment to install catch basins in the parking lot that will trap the soaps and sediments that would normally wash into the surface water system. Through the grant four of these were purchased and the Department will now be working at getting the word out they are available.

**Watershed Integration Grant**

- \$50,000 grant (DOE)
- Hired Grad student to help with project
- Assessment of Gaps in watershed planning throughout WRIA 6
- Forming recommendations for improvement
- Assessment of community needs related to watershed issues.

**Lead Entity Grant - \$50,000 (DFW)**

- Coordinates local Salmon Recovery efforts
- Local process for Salmon Related Grants
- Developing local Database to compile information related to projects
- Assumed responsibility for writing summary reports for WSU Beachwatcher seining activities

**Holmes Harbor Storm Water Grant - \$75,000 (DOE)**

- Acquired Grant Funding
- Intended to reduce pollutants related to stormwater in Holmes Harbor

**Other Activities**

- Applied for Grants in Rocky Point & Kristoferson Creek
- Supports efforts related to Critical Area Update
- Partnering with other watershed groups to improve water quality & other resource protection actions.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
FEBRUARY 22, 2008 – SPECIAL SESSION**

**2008 – Moving Forward**

**Operational Changes**

- Full time Camano Planner – Enforcement, Critical Areas and Planning
  - Improved service for Camano
  - Regains approximately 216 hours/5.4 weeks of labor (Eliminate 6 trips per month @ 3 hours per trip = 18 hours per month \* 12)
- Second Critical Areas Planner – Hired
- Temporary Water Quality Specialist – Expected to be hired in March/April

**Training**

**Staff Training - 2008**

- Quarterly Curriculum
- Invitations to other departments
- Invitations to Commissioners

**Planning Commission Training - 2008**

- April – 2008 Legislative Overview
- May – Parks Planning
- June – Affordable Housing
- July – Water Quality Monitoring
- August – Salmon Recovery
- September – Non-Point Pollution Prevention
- Last Quarter – Permitting, GIS, Enforcement

**Current Planning – 2008**

- Implementation of Wetlands Ordinance
  - January thru June – Preparing for Implementation (training, applications, monitoring tools, outreach)
  - July thru December – Implementation of Ordinance
- Implementation of AG BMP Ordinance?
- Land Use Permits

**Building – 2008**

- Building Permits – CWHRC Review

Mr. Tate stated one of the things the Department is doing with the Ebey's Landing National Historic Reserve is to have a packet of material available for landowners who are building in the area consisting of existing materials; an explanation of the process, any developmental information bulletins, etc.

The Historic Review Committee meets every other week.

**Long Range Planning – 2008**

**Planning Commission's Annual Review Docket**

- By March 1, 2008 the Department Forwards the List of Applications Submitted
  - Camp Casey – Existing Master Planned Resort
  - Affordable Housing
- By April 1, 2008 the Department and Board Shall Review the List

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
FEBRUARY 22, 2008 – SPECIAL SESSION**

- By May 1, 2008 the Department Forwards Staff Reports to Planning Commission
- Docket Schedule
  - May 13, 2008 Public Meeting (Coupeville)
  - May 27, 2008 Public Hearing #1 (Coupeville)
  - June 10, 2008 Public Hearing #2 (Coupeville)
  - June 24, 2008 Deliberations (Coupeville)

**Freeland**

- Assembling an Advisory Group
- Developing the Land Use Regulations
- Drafting other elements of the Plan (Parks, Transportation/Circulation, Affordable Housing, Economic Development)

**Fish and Wildlife Regulations**

- Best Available Science Review
- Review of Other Jurisdictions
- Drafting the Amendments
- Public Outreach
- SEPA Review
- Planning Commission Review
- Board of Commissioner Review

**Items Carried Over From Prior Years:**

- Accident Potential Zones
- Right of Way Segregations
- Population Projections and UGAs
- Rezone Application
- Business Storage Facilities

**Affordable Housing**

- Symposium in spring
- Development of a Strategy
- Coordinating Partnerships

**Long Range Planning - 2008**

- Clinton – work to look at the park, and meet with some of the people involved in the Clinton process who want to determine how to move forward
- Camano Gateway – there is a desire along SR532 for a highway corridor overlay
- Parks – the Planning Department was assigned the responsibility of the parks system. The parks plan is out of date and will need to be updated.

**Resource Enhancement – 2008**

- On-Site Septic System Certification Class
- Holmes Harbor Shellfish Protection District
- Water Quality Monitoring
- Achieving Environmental Compliance
- Wetland Vegetation Monitoring
- Strawberry Point and Ala Spit

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
FEBRUARY 22, 2008 – SPECIAL SESSION**

- Holmes Harbor Storm Water
- Watershed Integration
- Salmon Recovery

**On-Site Septic System Certification Class**

- January to March – Coordination with Island County Health
- February to April – Developing a Curriculum
- March to May – Developing Educational Materials and Planning on-site demonstration site(s)
- May – Conduct Pilot Training Course
- May to June – Advertising Availability of the Program Countywide
- June – Begin Issuance of Certifications
- Up to 7,000 citizens eligible for the training

**Holmes Harbor Shellfish Protection District**

- Continue to refine public outreach strategies for septic, pet waste, storm water, agriculture
- DOE approval of Quality Assurance Plan
- Expand Monitoring Effort to include 12 sites

**Water Quality Monitoring Program**

- Continue Monitoring in Baseline Basins (Red, Orange and Green)
- Additional Reconnaissance Basins
- Expanded monitoring into 7 Source Identification Basins
- Commence flow monitoring

Mr. Tate explained monitoring was expanded into seven additional source identification basins. The data collected showed early indications of an issue with some parameters and therefore the data collection efforts were broadened to include areas where the streams “Y” in an attempt to isolate sources of potential pollution. Flow monitoring will also be commenced this year in those basins.

**Resource Enhancement - 2008**

- Received Achieving Environment Compliance Grant
- Prioritized watersheds with problems
- Creation of Quality Assurance Plan
- Beginning compliance assessments and source identification monitoring

**Wetland Vegetation Monitoring Program**

- Refine the field monitoring protocols
- Develop a Quality Assurance Plan
- Develop a database for tracking information
- June – First cycle of monitoring

**Strawberry Point**

- Continued outreach to involve community in project
- Continue working with partners to craft protection, acquisition or stewardship strategies
- Continue creation of project plan

**Ala Spit**

- Evaluate future options for long-term protection of Ala Spit

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
FEBRUARY 22, 2008 – SPECIAL SESSION**

**Holmes Harbor Storm Water Grant - \$75,000 (DOE)**

- Intended to reduce pollutants related to stormwater in Holmes Harbor
- Developing Plans to construct a low impact development (LID) demonstration site
- Demonstration Site will be model for local community now designated as Non-Urban Municipal Growth Area
- Craft Education and Outreach Program

**Watershed Integration**

- Finalize report recommendations
- Conduct community assessment

**Salmon Recovery**

- Administer/manage watershed capacity funding
- Continue to populate habitat database

**Parks – 2008**

**Complete Transition**

- Tour and inventory properties
- Outreach to other land managers
- Create parks strategy
- Budgetary discipline
- May – Park Summit

**Parks Plan**

- 1998 Plan is Out of Date and Only an Inventory of Lands in the System
- Holistic Approach to Parks and Recreation
- Identify Service Levels
- Identify pilot projects for completing park specific management plan
- Develop strategy for individual park management plans throughout county

**Camano Island**

- Cavalero Boat Ramp
- Utsalady Boat Ramp
- Dry Lake Trailhead
- Iverson

**North Whidbey**

- Ala Spit
- Coronet Bay

**Central Whidbey**

- Libby Beach

**South Whidbey**

- Deer Lake
- Lone Lake

**Technology Development – 2008**

- RFP for Permit Tracking

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
FEBRUARY 22, 2008 – SPECIAL SESSION**

- Advancement of GIS
  - GPS for Mapping
  - Maintaining Wetland Maps
  - Archaeological MOU
- Webpage Development
  - Overhaul and Maintenance Schedule
  - Parks Addition

Chairman Dean asked if there were any comments or questions.

Commissioner McDowell stated he would like to thank the Planning Commission for its volunteer work.

Mr. Bobbink stated he had some general comments. He wanted to let the Board know that work on the ordinances is going well. With the major changes in the last five or six years the ordinances are now clear and coordinated with very few problems. He gives kudos to the Planning Department.

The meeting adjourned at 12:25 p.m.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

\_\_\_\_\_  
John Dean, Chairman

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Phillip Bakke, Member

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William L. McDowell, Member

ATTEST:

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Elaine Marlow, Clerk of the Board